

GUIDELINES FOR ANNUAL REPORT PREPARATION USED OIL MANAGEMENT STANDARDS

Processors and Rerefiners

This report should reflect 100% of the processing and rerefining activity of the facility permitted within Utah.

1. Total Used Oil Acquired
! This volume should include the purchases of used oil from other companies plus collections of used oil under the transporter permit, if applicable.
2. Total Used Oil Processed
! This volume should be the sum of lines 3 + 4 + 5, plus any change in finished product inventory from the beginning of the year to the end of the year.
3. Total Volume of Reusable Products Recovered
! Report the sales of used oil from the facility on this line.
4. Used Oil Consumed Used or Lost
! Report an estimate of used oil consumed, used or lost (spilled) at the facility.
5. Total Volume of Waste Product Generated
! Report the waste product generated from processing, which is normally waste water. The volume of waste water can be determined by gauging if the water is separated, or can be calculated by using the percentage of water removed during processing (raw product water percent less finished product water percent).

Transporters

This report should reflect all used oil transported within, from, or to Utah. This report will primarily reflect quantities transported from Utah generators but may also include used oil transported to Utah from sources in other states. Line 2 plus line 3 should equal line 1, unless inventory accounts for the difference.

1. Total Volume of Used Oil Transported
! This volume should be based on the quantities reflected on the manifests provided to generators, unless a more accurate alternative method is available.
2. Total Volume of Used Oil Delivered Within Utah
! Report the volume of used oil delivered to Utah destinations. If used oil was transported to Utah from another state, please note this quantity on the form.
3. Total Volume of Used Oil Delivered Outside of Utah
! Report the volume of used oil delivered outside Utah.

Off-Specification Burners

This report should reflect 100% of the off-specification used oil activity at a burner facility within Utah.

1. Total Off-Specification Used Oil Acquired
! This volume should reflect the acquisitions of off-specification used oil as reflected on incoming manifests.
2. Total Off-Specification Used Oil Generated
! Report the volume of off-specification used oil generated at the facility, as shown on manifests or other internal company records.
3. Total Off-Specification Used Oil Burned
! Report the volume of off-specification used oil burned during the calendar year based upon estimated consumption or a more accurate method if available.

Please retain a copy of the annual report for your records. In addition, any summary reports utilized in the preparation of the annual report should be retained.